

Transition Incentive Program

Program Overview

The Transition Incentive Program provides Cabinet members who have served as a director in an agency under the Mayor's authority for at least three years with an exit package.

Upon notification by July 15 of the intent to transition, the program participant could receive the benefit of eight weeks' pay if they have served more than three years, but less than five years, and 12 weeks' pay for those who have served five or more years. In addition, participants would receive 31 days of health benefits after the date of their separation and be paid out for their remaining accrued leave.

Program Implementation

- A Cabinet member must express interest in the transition incentive by submitting to OCA and MOTA written notice of their intent to depart from District Government on or before July 15.
 - Those who indicate their desire to leave government after July 15 will not be eligible for the Transition Incentive Program.
- MOTA then notifies the Mayor of the Cabinet member's expressed interest.
 - The Mayor has the discretion to accept or deny a request for a transition incentive.
 - The Mayor can identify the Cabinet member's last day in service to ensure a smooth transition to new agency leadership.
- Once a Cabinet member expresses interest in the transition incentive and a transition date is identified, the date should be considered their resignation date. MOTA will require Cabinet members to agree in writing that they will resign no later than their identified date and the action is irreversible. This will be sent to DCHR for processing.